

**Meeting Minutes**  
**State 9-1-1 Advisory Board**  
September 2012  
Sacramento, CA

**MEMBERS PRESENT:**

Karen Wong, State of California, California Technology Agency, Public Safety Communications Office (PSCO)

Michelle Bland, Designee for Reginald Chappelle, California Highway Patrol (CHP)

Lisa J. Hoffmann, Association of Public-Safety Communication Officials (APCO)

Lesli J. Wilson, California Fire Chiefs Association (CFCA)

Chris Herren, Designee for Sheriff Edward Bonner, California State Sheriffs' Association (CSSA)

Peter M. Bryan, California Fire Chiefs Association (CFCA)

Sam L. Spiegel, California Police Chiefs Association (CPCA)

Charles Cullen, Designee for Chip W. Yarborough, California National Emergency Number Association  
(CALNENA)

**STAFF PRESENT:**

Ryan Dulin, California 9-1-1 Emergency Communications Division

Paul Dumetz, Public Safety Communications Office

Phillip Killion, Public Safety Communications Office

**I. CALL TO ORDER**

- Ms. Wong informed the State 9-1-1 Advisory Board Members, Mr. Hinshaw and Mr. Nichelini have resigned from the State 9-1-1 Advisory Board.

**II. CLOSED SESSION**

- Outage Report - CLOSED SESSION after vote pursuant to G.C. Section 11126(c)(18)
- Review of detailed information regarding outage notifications

**III. APPROVAL OF JUNE 2012 MEETING MINUTES**

- June 2012 Meeting Minutes approved.

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**IV. UNFINISHED BUSINESS**

- State 9-1-1 Advisory Board Meeting Locations (Northern / Southern)
  - Ms. Wong Informed the State 9-1-1 Advisory Board members, meetings will continue to be held in Sacramento, CA until further notice.
- Impacting Technologies on Public Safety Answering Points
  - Mr. Spiegel informed the Board of a new service that is similar to OnStar that connects to 9-1-1 Services. Mr. Spiegel said he would research the information and provided his findings to the CA 9-1-1 Div.
  - Ms. Bland Informed the Board about a new device named 9-1-1 Tracker. The device tracks stolen vehicles and informs 9-1-1 if the vehicle starts without the use of a key.
  - Mr. Bryan informed the State 9-1-1 Advisory Board members a USA Today article mentioned Smart 9-1-1 comes to the Nation's Capital. An online emergency information database was created to enter personal information such as medical conditions and more.
  - Ms. Wong and Mr. Spiegel suggested the Long Range Planning Committee (LRPC) create a matrix describing the category a devices or applications would fall in to and include a description of the potential impact it could have on 9-1-1 services. The motion was passed and approved by unanimous vote.

**V. REPORTS**

- CA9-1-1 Division Update - **Ryan Dulin**
  - Mr. Dulin provided Handout # 2, the Action Items Tracking document.

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- Handout #3, Public Safety Answering Points (PSAPs) Taking Wireless 9-1-1 Calls Document - As of September 2012 Hemet Police Department has accepted to begin taking wireless 9-1-1 calls. A total of 18 PSAPs currently on the list still need to deploy. The California 9-1-1 Emergency Communications Division (CA 9-1-1 Div.) goal is to have 100% deployment or understand why the PSAP has not deployed by December 2012. Mr. Dulin asked all State 9-1-1 Advisory Board Members to reach out to all non-deployed constituents and inquire about their deployment status.
- Mr. Dulin provided information regarding the Educations and Awareness Program. Ogilvy Public Relations was awarded the contract and is slated to start within the next couple of weeks.
- The CA 9-1-1 Div. is currently working on a formal procurement for a new statewide foreign language emergency interpretation services contract which went out for solicitation July 6, 2012.
- The E9-1-1 grant project has Butte County Sheriff and the California Highway Patrol Chico deployed on the Next Generation 9-1-1 network and currently routing on XY coordinates. The rest of the PSAP's are scheduled to be migrated by September 30, 2012. The CA 9-1-1 Div. will create a lessons learned, close out report and wrap up any federal grant reporting activities by December 31, 2012.
- Imperial County deployed September 2011. The CA 9-1-1 Div. is waiting on the PSAP system acceptance to be completed. Imperial County is currently working with AT&T to resolve the issues.

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- The Pasadena Ring Project is underway and the first PSAP is scheduled to go live January 2013.
- The Ventura County project has cut over Simi Valley as of September 2012, Ventura County Sheriff and Oxnard are scheduled to cut over October 2012. The XY component of the project is scheduled to go live January 2013.
- Mendocino County completed their vendor demonstrations in March 2012 and currently working with vendors on revised pricing to determine how they are going to move forward.
- The facts sheets for the pilot projects requested by Ms. Hoffman are currently being reviewed and should be ready for posting by October 2012.
- The CA 9-1-1 Div. is interested in issuing a request for information on Text to 9-1-1.
- **Long Range Planning Committee (LRPC)**
  - Mr. Bryan motioned for the State 9-1-1 Advisory Board members to approve the LRPC Charter as is and add a CalNENA representative to the LRPC committee. Motion approved by unanimous decision.
  - Ms. Wong informed Mr. Bryan she will check with the California Technology Agency's legal counsel on the ability to have conference calls.
  - The LRPC is reviewing Chapter (3) of the CA 9-1-1 Division Operations Manual for all information in regards to funding and PSAP consolidation.
  - The LRPC is working on the Draft Goals and Objectives Roadmap document. The LRPC plans to tie the document to the Next Gen 9-1-1 presentation.
- **State Emergency Telephone Number Account – Karen Wong**

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- Ms. Wong informed the State 9-1-1 Advisory Board Members that she would seek legal counsel regarding the Bagley-Keene Acts parameters of utilizing workgroups.
- Ms. Wong reviewed Handouts #7 and #8 with the State 9-1-1 Advisory Board members.
- Ms. Wong informed the State 9-1-1 Advisory Board members she received information from the Department of Finance and the Board of Equalization, the SETNA fund preserve balance projected for 2012-13 is roughly \$36 million. Ms. Wong stated due to the new information PSCO will not request an increase in the surcharge rate.
- The CA 9-1-1 Div. will submit proposed policy changes to the State 9-1-1 Advisory Board during the December 2012 meeting
- Mr. Spiegel motioned to add an agenda item to the December 2012 State 9-1-1 Advisory Board meeting regarding the discussion of expenditures for the Department of Forestry and Fire Protection. The motion was approved by unanimous decision.
- Mr. Herren requested for the CA 9-1-1 Div. to create a list of agencies currently on a month-to-month maintenance plan and include information regarding what PSAPS are up for renewal but are deferring to a later time to upgrade? Ms. Wong informed Mr. Herren she will attempt to get the information; but, if the CA 9-1-1 Division cannot, she will inform the State 9-1-1 Advisory Board members of what information we can provide.

**VI. COUNTY COORDINATOR TASK FORCE (CCTF)**

- The CCTF held a meeting September 2012.

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- The CCTF will create a list of duties and tasks and have CA 9-1-1 Div. review and prioritize the items for the CCTF to begin work.
- The CCTF is actively recruiting for three (3) additional members. A letter will be created to elicit some interest and excitement about working on the CCTF.
- The CCTF will review and update the County Coordinator Manual and submit it for official adoption by the State 9-1-1 Advisory Board.
- The CCTF will review the CA 9-1-1 Division Chapter (8) of the Operations Manual. The CCTF will review all duties and tasks that need to be changed or updated and submit all requests to the CA 9-1-1 Div.
- The CCTF would like to resurrect the County Coordinator Taskforce website. The website will contain a library link for documents and presentations provided by at County Coordinator Forums.
- The CCTF will provide webinars and County Coordinator forums will continue to be held twice a year.
- The CCTF will provide content and ideas for the CA 9-1-1 Div. newsletter, and have requested a dedicated section in the CA 9-1-1 Div. newsletter for the CCTF.

**VII. NEW BUSINESS**

- State 9-1-1 Advisory Board Green Solutions
  - Ms. Wong discussed green solutions and asked the State 9-1-1 Advisory Board members for ideas on how we can reduce paper usage.
  - The CA 9-1-1 Division will review the Bagley-Keene Act for information regarding providing documents/materials to the public.

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- The CA 9-1-1 Division will consider using projection screens for sharing documents and provide a link where the public can download and print the documents on their own. State 9-1-1 Advisory Board members will consider using laptops or tablets to review documents during the meeting.
- Ms. Wong informed the Board the Green Solutions discussion will be added to Unfinished Business for a few more meetings.

**VIII. AGENDA ITEMS FOR FUTURE MEETINGS**

- CPUC Presentation
- CalEMA Outage Notification Proposal
- Information Security Officer, California Technology Agency – Keith Tresh
- Geospatial Information Systems, California Technology Agency – Scott Gregory
- 2013 State 9-1-1 Advisory Board Schedule

**IX. ANNOUNCEMENTS**

- The CalNENA Quarterly meeting will be held at the Monterey Beach Resort October 25, 2012.

**X. PUBLIC COMMENTS**

- None

**XI. ADJOURNMENT**